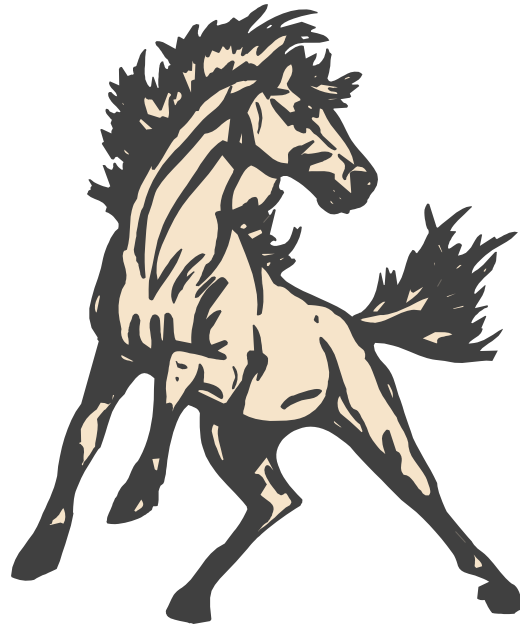


Elementary Handbook



**Strongsville City Schools
2015-16**

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Howard Chapman Elementary School

13883 Drake Road
440-572-7140
440-572-7146 (Fax)
Principal: Andy Trujillo
Secretary: Paula Spokane

Helen Muraski Elementary School

20270 Royalton Road
440-572-7160
440-572-7165 (Fax)
Principal: Justina Peters
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Dexter F. Drake Elementary School

20566 Albion Road
440-572-7150
440-572-7155 (Fax)
Principal: Glen Stacho
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Edna Surrarrer Elementary School

9306 Priem Road
440-572-7170
440-572-7175 (Fax)
Principal: Sally Wierzbicki
Secretary: Lynn Dempsey

Bessie Kinsner Elementary School

19091 Waterford Parkway
440-572-7120
440-572-7125 (Fax)
Principal: Adam Marino
Secretary: Mary Arpidone

Edith Whitney Elementary School

13548 Whitney Road
440-572-7180
440-572-7185 (Fax)
Principal: Jim Carpenter
Secretary: Sally Voegerl

Martin C. Austin, Supervisor of Transportation440-572-7060
Telephone number for all Strongsville City Schools.....440-572-7000
District Attendance440-572-7003

Look for District/Elementary School Updates on www.strongnet.org or Channel 22

INTRODUCTION – HOW TO USE YOUR PLANNER

The policies and procedures in the *Elementary Student Handbook* serve to encourage the positive teaching and learning climate needed to sustain excellence in academics, arts and athletics. The contents of this *Student Handbook* are based upon the Ohio Revised Code and District policies approved by the Board of Education. The *Student Handbook* is designed to provide a concise source of information for parents and students.

Student responsibilities include regular school attendance, conscientious effort in classroom work, and compliance with school rules and regulations. Most of all they share with the staff the responsibility of developing a climate in the school that is conducive to learning and the development of positive life skills.

The *Elementary Student Handbook* has been adopted by the Board of Education to be followed by all students, parents and employees. It is expected that parents and students will read and understand the contents of the document.

This handbook is adopted by the Strongsville Board of Education each year and does not reflect changes that may occur during the school year. When in doubt, contact the school for questions or clarification.

Have a wonderful year!

Strongsville City Schools

MISSION STATEMENT

The mission of the Strongsville City Schools, an "Excellent with Distinction" school district with a tradition of nationally recognized students and staff, is to ensure all students reach their fullest potential, through challenging curriculum and activities, provided by a highly qualified, motivated staff, in a safe, supportive environment, with up-to-date facilities and technology – in partnership with the community.

GUIDING BELIEFS

As the Strongsville City Schools District Leadership Team, we are committed to understanding, educating, and meeting the needs of all students. Based upon this commitment, the following belief statements serve as guidance for the collaborative work of our district:

- Shared leadership and collaborative problem-solving between students, staff, teachers, administration, parents and the community are essential to the improvement process.
- All adults will make data-based decisions and implement evidence-based practices in the classroom.
- All adults will take a holistic approach to teaching and learning to teach the whole child.
- School should be enjoyable for students; learning should be engaging, exciting and fun, as students learn best when they are active learners.
- All students have the right to access high quality instruction in the general education classroom.
- Students are individuals and have individual learning needs.
- All students can achieve and grow.

PBIS MISSION

The mission of PBIS in Strongsville City Schools is to create a positive, inclusive school culture while promoting a supportive approach to teaching and learning that maximizes the academic achievement, creativity, and social-emotional competence of all learners.

GENERAL INFORMATION

BICYCLES, SKATEBOARDS, SCOOTERS, and ROLLERBLADES

Riding a bicycle, skateboard, scooter or rollerblades to and from school, or at school, **will not be permitted** because of the potential danger to walkers and the riders themselves.

EMERGENCY SCHOOL CLOSING

Emergency school closings, delays, and early dismissals due to severe weather or other conditions will be announced as follows:

- Morning and evening radio and television newscasts
- District cable channels
- District and building websites
- Automated phone messaging system

Schools that are closed on consecutive days are announced each day. A school not announced as closed may be presumed to be open.

BREAKFAST & LUNCH

Breakfast and lunch is available every school day. Please check your school's website or the district cable channels for menus. Elementary breakfast cost is \$2.00 and lunch is \$3.00. Breakfast and lunch include milk, or milk alone may be purchased.

Strongsville City Schools uses a Point of Sale System which requires every student to use their 6 digit Student Identification Number to access the system. Please work with your child to memorize their number. This number will stay with them through graduation. Your child's debit account can be funded by sending in cash or check, or online through PayForIt.net. Cash is also accepted daily for the purchase of breakfast or lunch.

Details for the food service program will be sent home with your child at the beginning of the school year and will include information for the free and reduced program.

STUDENT FEES AND FINES

Damaged or Lost Textbooks

Students are responsible for textbooks assigned to them. If a textbook is lost or if damage exceeds normal wear, the student will be charged an amount based on replacement or repair cost.

Media Charges

Marked books (crayoned, penciled or otherwise marked or torn pages)	
Up to \$5.00 maximum	\$1.00 per page
Ripped out pages	\$1.00 per page
Water-marked books (if still usable)	\$5.00 per book
Lost or damaged beyond repair	Cost of Replacement
<u>OR:</u>	
Hardbound (if it cannot be replaced with the same or something comparable)	\$15.00
Paperback Collection.....	\$8.00
Magazines.....	\$3.50
Missing bar code stickers	\$1.00

Student Fees

Notices will be sent home at various times during the school year specifying the item or activity for which there is a fee, such as workbooks, instrumental music books, or field trips. Report cards may be withheld if student fees are not paid.

SCHOOL HOURS

Kindergarten

Morning: 9:05 a.m. to 11:40 a.m.
Afternoon: 12:55 p.m. to 3:30 p.m.
Full Day: 9:05 a.m. to 3:30 p.m.

Grades 1-6

9:05 a.m. to 3:30 p.m.

Elementary students who walk to school or are transported by means other than school bus **cannot arrive prior to 8:50 a.m.** Afternoon kindergarten students who are transported by means other than school bus **cannot arrive prior to 12:50 p.m.** Students in kindergarten through grade 6 may enter classrooms at 9:00 a.m. Students participating in before-school activities may enter the building at the time arranged by the activity supervisor.

Students leave the building at the end of the school day according to supervised dismissal procedures. Only students for whom previous arrangements (including transportation home) have been made may remain beyond the dismissal period to participate in after-school activities.

THE SCHOOL GROUNDS ARE CLOSED AT DARK.

ACADEMICS

GRADING SCALE:

The grading scale used in Strongsville City Elementary Schools is as follows:

96.5-100	A+
92.5-96.49	A
89.5-92.49	A-
86.5-89.49	B+
82.5-86.49	B
79.5-82.49	B-
76.5-79.49	C+
72.5-76.49	C
69.5-72.49	C-
66.5-69.49	D+
62.5-66.49	D
59.5-62.49	D-
0-59.49	F
Passing	P
Incomplete	I
Satisfactory	S
Unsatisfactory	U
Outstanding	

SUPPLY LIST

Supply lists will be posted in August at each building and on the buildings' websites. Parents/Guardians must provide the necessary supplies.

TESTING

Group achievement and ability tests are administered periodically during the elementary school years. The test results are analyzed as part of our continuing effort to improve our academic programs and instructional services for students. An individual child's test results may be discussed with parents upon request.

State standardized tests are as follows: PARCC Math and Language Arts for grades 3-6 and Ohio Next Generation Assessment for Science grade 5 and Social Studies grades 4 & 6. Please obtain additional updated information about the Third Grade Reading Guarantee (TGRG) on the web page and/or from the building principal.

STUDENT ASESMENT AND ACADEMIC INTERVENTION SERVICES

Strongsville City School District Policy 2623

The Board of Education shall provide for the assessment of student achievement and needs in all program areas in compliance with State law and the rules adopted by the State Board of Education. The purpose of such assessments will be to determine the progress of students and to assist them in attaining student performance objectives and the educational achievement goals of this District.

For more information, please see Board Policy 2623 in its entirety at www.strongnet.org.

IDENTIFICATION OF TALENTED AND GIFTED STUDENTS

Strongsville City Schools follows a three-stage process for identifying students who perform or show potential for performing at significantly high levels of accomplishment when compared to others of their age, experience, or environment in any or all of the following talent areas: superior cognitive, specific academic (reading/writing, math, science and/or social studies), creative thinking and the visual and/or performing arts (art, music, drama, dance).

The first stage includes screening of students by analyzing data obtained through achievement testing, teacher nominations, parent or student nominations, and reviewing student records for documented superior performance. All screening information obtained from parents, teachers and district test data is gathered by the Coordinator of Talent Development.

The next stage includes analyzing the data gathered and determining if additional assessments are necessary. Achievement assessment scores are frequently used during this process to determine if the student has achieved the required score for screening. All assessment instruments and criteria are specified in a district policy and plan for identification. Copies of this can be obtained on the District website at www.strongnet.org (<http://www.strongnet.org/Page/29>) or by contacting the Coordinator of Talent Development. The Coordinator of Talent Development then determines if the child is to be involved in the third stage of identification.

The third and final stage involves an additional individual assessment of each student. Once that assessment has been completed, identification of qualified students is made and parents and teachers are informed of the results. From the identification, different types of services are available for superior cognitive and specific academic identified students. In each instance, the Office of Talent Development recommends classroom placement based on each student's academic needs.

For further details regarding any phase of student identification, please contact the Office of Talent Development at 440-572-7009.

ATTENDANCE

ATTENDANCE, ABSENCE, TARDINESS

Regular and punctual attendance contributes to a child's success in school and in later life. Statistics have shown that absences have a direct relationship to achievement. When there are concerns regarding attendance or punctuality, the principal will contact the parent. Regular attendance is important; but it is, of course, equally important to the welfare of all students that children who are ill remain at home until they are well. For unexcused absences, Ohio's school attendance law defines truancy as an absence from school without permission and identifies two types of truancy; habitual and chronic. A ***habitually truant*** student is absent from school without a *legitimate* excuse for five (5) or more consecutive days, seven (7) or more school days in one school month, or twelve (12) or more school days in one year. A ***chronically truant*** student is absent from school without a *legitimate* excuse for (7) seven or more consecutive school days, (10) ten or more school days in one school month, or (15) fifteen or more school days in a school year.

In our effort to effectively monitor the safety of students, parents are requested to call the attendance number for Strongsville Schools (**440-572-7003**) **by 9:30 a.m.** on the day of absence. Upon dialing the attendance number, a prompt will guide you through the process to reach the elementary line by pressing the number 1. The following number should be pressed for your particular elementary school:

1	=	Chapman	4	=	Muraski
2	=	Drake	5	=	Surrarrer
3	=	Kinsner	6	=	Whitney

When a student is absent from school, the student is given the same number of days to make up work. (Example: when absent 3 days, the student will have 3 days to make up work).

When an afternoon kindergarten student will be absent, please call in the morning. Parents should accompany students who arrive tardy to school and should first report to the office to sign in before students go to their respective classrooms. Frequent tardiness is discouraged and may adversely affect learning. A written note is required whenever a student is late or absent. Please include the student's full name, the date(s) of absence or tardiness, the reason, and a parent's signature.

The Revised Code, Section 3321.04, deals with absence from school. The State Board of Education has adopted regulations governing absences that are within the framework of the Revised Code. The Strongsville City Schools abide by these regulations and accept the following excuses for absences:

- personal illness (a written physician's statement verifying the illness may be required)
- illness in the family necessitating the presence of the child (shall not apply to children under fourteen years of age)
- quarantine of the home
- death in the family
- necessary work at home due to absence or incapacity of parent(s)/ guardian(s)
- observation of celebration of a bona fide religious holiday
- such good cause as may be acceptable to the Superintendent

Communicable diseases should be reported to the school office at the earliest date possible.

Communicable diseases include chicken pox, strep throat, scarlet fever, conjunctivitis, impetigo, head lice, scabies, ring worm, and pin worms. Students should remain at home for the required isolation period and bring a doctor's note when they return indicating the communicable disease and the date they may return to school.

DEPARTURES/RETURNS DURING SCHOOL HOURS

When doctor or dental appointments or other commitments cannot be scheduled outside of school hours and a parent knows in advance that it will be necessary for a child to leave school during the school day, the parent is requested to send a note the morning of the day the student is to be excused. This notification may also serve as an excuse for the absence by including the information specified in the previous section. The note is to include the name of the person picking up the child with the dismissal and return times. The student reports to the office at the time designated on the note for departure as well as when returning back to school. Parents are required to enter the building when picking up or dropping off their child during the school day. Parents may be required to show a photo ID prior to removing the student.

PRE-ARRANGED ABSENCES: GUIDELINES AND PROCEDURES

Due to the importance of students being present in the classroom to achieve the full understanding and sequence of materials being learned, unapproved student absence from school is strongly discouraged. Students/parents must realize that in certain circumstances, learning experiences are irretrievable and cannot be repeated. There are seven acceptable reasons listed by the State of Ohio for student absence from school. Based upon this law, family vacations or college visits are considered to be unapproved absences.

In Strongsville City Schools, when a parent/guardian feels it is necessary to initiate an unapproved absence from school, the parent/guardian and student must follow this procedure to receive credit for work missed:

1. Obtain and complete a *Pre-arranged Absence Request Form* from the school office.
2. Return the completed form, signed by the student's teachers, to the school office **five school days prior** to the first day of absence.
3. The student/parent assumes full responsibility for obtaining all assignments and materials that will be covered during this absence.
4. All assignments must be completed within the same number of school days the student was absent, but up to a maximum of five days.
5. Examinations, lab work, and work not available prior to the absence, must be scheduled with the appropriate teacher at his/her convenience immediately upon return to school.

Finally, parents, guardians and students should be aware teachers are not obligated to permit make-up work if proper absence arrangements have not been made prior to departure. Teachers are not expected to tutor students for work missed. Requests for *Pre Arranged Absences* shall become a permanent part of the student's record. Questions should be directed to the building principal.

OPERATING PROCEDURES AND GUIDELINES

APPROPRIATE DRESS GUIDELINES

Appropriate attire is expected of all students in attendance at all school-related functions. The principal or designee will determine whether a student is inappropriately dressed. Parents may be contacted in the case students are inappropriately dressed. The elementary dress code is based on the following:

- Attitude and behavior
- Personal hygiene
- Modesty
- Health and safety factors
- Building maintenance

Appropriate clothing for elementary students varies according to age and activity. More specific guidelines will be expressed to student and/or parents if:

- Health or safety of a student is in danger
- Clothing distracts from learning
- Clothing could possibly be destructive to property.

Clothing that advocates the use of drugs, alcohol or tobacco, or suggests other inappropriate connotations, such as gang associations, is not permitted in school. Shorts and skirts worn to school must be an appropriate length as determined by the administration (*mid-thigh or fingertip is a general standard*).

COMPUTERS AND THE INTERNET

Each of our elementary buildings is equipped with computer workstations and/or carts of Chrome Books with a range of applications to assist in the teaching and learning process. Each of these computers is connected to our community-wide digital data network (StrongNet). Through our network, each of our computers also has access to Internet delivered resources. Through the Internet, our teachers provide their students with a wide range of resources.

Many of our research and print-based materials are evolving into Internet delivered content. Strongsville City Schools subscribes to online encyclopedias and provides access to additional research materials through participation in state and regional programs. These online versions of traditional research materials provide our classrooms with up-to-date information and links to additional online resources. Our textbooks and workbooks are providing links to additional online resources to supplement instruction.

All Internet traffic is continually monitored and recorded. It is impossible, however, to completely limit access to all such material. We firmly believe that the valuable information and interaction available on the Worldwide Web far outweigh the possibility that users may procure materials that are inappropriate.

Each student will need to sign an Acceptable Use Policy before being permitted to access the District's technology.

DISCLAIMER OF RESPONSIBILITY: VALUABLES AT SCHOOL

Please label all outer clothing such as hats, gloves, boots, and jackets. Lunch boxes and bag lunches should be labeled with the student's full name and room number. Label school supplies, musical instruments, and instrument cases. It is best if children do not bring money to school beyond what is necessary for fees and lunches. Students are to refrain from wearing or carrying items of considerable value, such as an expensive watch or electronic devices. Students are expected to refrain from using personal electronic devices while in school. Also, personal calculators are to be used for school-related assignments while in school (i.e., no electronic games are to be played on calculators while in school).

Administration reserves the right to determine inappropriate use of any electronic device. Students found to use or be in possession of electronic devices may have them confiscated and/or receive disciplinary consequences. The school district will not be responsible for lost, damaged, or stolen property.

A “Lost and Found” is located in each school. Items such as glasses, money, wallets, or watches are kept in the school office until claimed by the owner or until the end of the school year. Children should be encouraged to check for missing articles in the “Lost and Found” and in the school office. Unclaimed items will be disposed of or donated.

EMERGENCY SAFETY DRILLS

Emergency drills are held in compliance with the Ohio Revised Code. The drills are planned to provide practice at varying times and under differing conditions. Order and speed are stressed during a drill. No talking is permitted as an emergency situation requires being able to hear directions given by a staff member. The intent is that the response to the signals for emergency drills will become so routine that the procedure will be carried out rapidly, automatically, and in an orderly manner to maximize safety for all occupants of the building.

RECESS INFORMATION

Care needs to be taken that outer clothing worn to school is suitable for outdoor play during recess periods as children will be outdoors except when weather conditions prohibit. Students will be going outside unless the temperature is below 20 degrees and/or the wind chill is below 10 degrees.

VISITORS

Board of Education policy, adopted pursuant to state law, requires that all visitors to the school report to the school office upon entering the building. All elementary schools are equipped with buzzers or require access to the building through the main office. Visitors must register inside the school office and be issued a visitor’s pass to be worn at all times while inside or outside the building at any school sponsored activity during the school day. Visitors are asked to return their visitor’s badge when signing out.

If parents need to have someone not known to the school pick up their children, we request that parents either send a note to school that day with the name of the person, or call the school with the name. Parents are asked to remind anyone picking up their child to sign in and have a photo ID.

PARENT INFORMATION

PARENT ASSISTANT SUPPORT SYSTEM (PASS)

The PASS program is a password protected and secure web portal available to all families who have students enrolled in the District that enables you to see a wide range of progress data and to update other school information concerning your child. Information available to you will include:

- Current demographic data
- Emergency contacts
- Team and club participation
- Attendance data
- Fees and fines
- Assignments
- Report Cards and Midterms
- Current Progress
- School messages

For more information about the PASS program, email pass@strongnet.org.

CLASS ASSIGNMENTS

Many factors are taken into consideration when making class assignments. These factors include ability, achievement, reading level, personality of the child, peer relationships, cluster grouping, special education needs, and knowledge of the individual teachers. **Parent requests for specific teachers will not be honored.** Class lists are posted at each building in August.

EMERGENCY STUDENT INFORMATION

Please provide the school district with the most current information on how to contact family members in case of emergency. Parents are required to complete Student Emergency Cards at the beginning of each school year. **When any changes occur during the school year, please submit in writing to the school office changes such as a new home address, phone number, business phone number, and persons to be contacted.** Parents are also encouraged to update family contact information using the PASS program. If you use the PASS program, please alert the schools so they may update their student files. In the case of divorce, child custody, or re-marriages, the school should be notified and receive proper documentation. Non-relatives picking up a student must sign-in, including printed name and signature, make of car, license plate number, and show photo identification.

ILLNESSES OR INJURIES AT SCHOOL

Staff members refer pupil health concerns to the school office. Attempts are made to contact parents. In the event of an accident or illness requiring consultation, attempts are made to contact parents. When a parent cannot be reached, an effort is made to contact other persons listed on the Pupil Emergency Card. The Emergency Medical Authorization Form given to the parent/guardian to complete at the beginning of the school year is consulted for instructions if medical help must be sought immediately. The information on these forms is critical and must be kept up to date. Please keep these records current by notifying the school office through email, in writing or through the PASS program of any changes in work or home telephone numbers, doctor or dentist, and the person(s) to be contacted when a parent cannot be reached. The appropriate accident/incident report will be completed by the school. Parents may receive a copy of the report upon request.

PARENT/TEACHER COMMUNICATION

Report Cards & Interim Progress Reports

Reports and Interim Progress Reports for all grades can be accessed online through the PASS system. If you do not have internet access, please contact your child's school so a paper copy can be sent home. Please refer to the school calendar for end of grading period dates.

Parent/Teacher Conferences

Parents are encouraged to contact the teacher whenever they have a question or concern. Parent/teacher conferences may be arranged on the two evenings scheduled for conferences on the school calendar each semester or at other times during the school year as requested by teachers or parents. When a conference is desired, please make advance contact with the school office or the teacher so that arrangements may be made. (See calendar on back of handbook.)

Request for Student Records

The policy of the Strongsville Board of Education recognizes that collecting and maintaining data to assist the student in present and future endeavors must be done in a way that will not impinge upon a student's privacy or other rights. Parental requests to review a child's records should be made in writing to the building principal.

STUDENT CODE OF CONDUCT

CODE OF CONDUCT

The *Student Code of Conduct* reflects a combination of State law and District policy that outlines the expected behaviors plus the procedures and consequences used within the District to ensure a safe and orderly teaching and learning environment is maintained. The administration cooperates in any prosecution pursuant to the criminal laws of the State of Ohio and local ordinances.

Students are expected to demonstrate responsible behavior at all times. Students are required to conduct themselves in a way that exhibits respect and consideration for the rights of others. Students of the District must conform to school regulations and accept directions from authorized school personnel.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events is subject to the approved student discipline process up to and including expulsion.

Cooperation between parents and the school is important in order to maintain the environment that is necessary for students to learn. Parents are encouraged to support the actions taken by the principal or staff member. Please do not hesitate to contact school officials with questions.

DISCIPLINARY PROCESS AND PROCEDURES

The District believes that discipline is the shared responsibility of students, parents, and school employees. A student's ability to practice self-discipline is an essential part of maintaining a constructive and positive school environment. School authorities may take disciplinary action with any student whose conduct at any time or in any place interferes with or obstructs the mission of the school district or the safety or welfare of students or employees.

The disciplinary actions will fit the specific code violations depending upon the severity and frequency of the offense(s). The disciplinary consequences, unless specifically stated, may result in, but are not limited to:

- Warning
- Detentions
- Corrective Learning
- Suspension
- Expulsion

Note: Specific infractions of the Student Code of Conduct may result in a complaint being made to the Strongsville Police Department and possible referral to the court authorities.

PHYSICAL RESTRAINT

Strongsville City Schools trains staff in Nonviolent Crisis Intervention through Crisis Prevention Institute. The primary goal of nonviolent crisis intervention is to prevent the need for physical intervention through the use of de-escalation techniques to defuse a potential crisis. The use of physical intervention on an individual is considered to be a last resort to prevent harm to self or others. Physical intervention, if required, shall be used for a short period of time so the child may regain control.

POLICE INVOLVEMENT – QUESTIONING STUDENTS

The Strongsville City School District shall cooperate with law enforcement agencies in the conduct of their investigation, providing that due consideration is given to protecting the rights of students and parents.

CODE OF CONDUCT DEFINITIONS

Tardiness is defined as a student not being in his/her seat after the bell rings.

Class Cutting is an absence of ten minutes or more from any assigned period.

Truancy is defined as being absent from school without school authorization. An absence from an assigned period that is not approved by the school administration will be unexcused. Such an absence may be with or without parental knowledge.

Emergency Removal is when a student is removed from the school setting without the formal suspension and expulsion procedures because it is determined that his/her presence poses continuing danger to persons or property or an on-going threat of disrupting the academic process. A student so removed may be suspended and/or expelled through a due process hearing, which must be held within 72 hours after removal.

Suspension is defined as an unexcused absence that results from the removal of a student from curricular activities and denial of the opportunity of a student to participate in extra-curricular activities for a period of not more than ten (10) consecutive school days.

The Superintendent or Principal authorizes a suspension. Suspension is very serious and may lead to a recommendation for expulsion and a court referral if repeated situations persist.

The procedure for suspension is as follows:

- A student will be given a written notice of the intent to suspend which includes the specific reason(s) for the action.
- A student will be given the opportunity to appear at an informal hearing to challenge the reason(s) for the intended suspension or to otherwise explain his/her actions.
- Suspension may be invoked immediately after steps 1 and 2 above.
- Within 24 hours after the time of suspension, a written notice will be provided to the student and the parent which includes the reasons for such suspension and the right to appeal the action.
- Each student has the right to be represented at the appeal hearing by a representative of choice.

Expulsion is defined as a removal of a student from school curricular activities and the denial of the opportunity of a student to participate in extra-curricular activities for a period of time up to eighty (80) school days. The Superintendent authorizes an expulsion.

The expulsion may extend into the following school year/semester. Students expelled for more than twenty (20) school days may be requested to participate in community service.

A student will be given a written notice of the intent to expel which includes the specific reason(s) for the action. Parents are advised of the intended action by telephone, when possible, and a copy of the notice is mailed within 24 hours which informs the student and the parent of:

- A formal hearing scheduled to be conducted not sooner than three days, nor later than ten days, from the date of the notice to expel.
- The time and place of the hearing.
- The reason(s) for the intended expulsion.
- The right of the student or the parent to challenge the reason(s) for the intended expulsion or explain the student's actions.
- The right to be represented at the hearing by a representative of choice.

During a period of removal, suspension, or expulsion, the student may not enter into any school building or be on the premises of a building owned by or being used by the Strongsville City School System, nor may the student attend or participate in any school related activities.

GUIDELINES FOR BUS CONDUCT

Students riding District buses shall observe all rules relative to student conduct and safety. Riding on District buses is a privilege which can be denied to students for serious or repeated violations of conduct or safety rules.

Students will be assigned a seat to sit in to and from school. Students shall be expected to conduct themselves in a responsible manner while boarding the bus and while departing the bus. While riding the bus, students will behave with classroom conduct.

Bus Safe Riding Rules

Students:

- shall arrive at the bus stop before the bus is scheduled to arrive
- must wait in a designated place of safety, clear of traffic and away from the bus stop
- must listen for directions or instructions from the driver
- must not threaten life, limb, or property of any individual at the bus stop
- must go directly to an available or assigned seat
- must remain seated, keeping aisles and exits clear
- must maintain classroom conduct and obey the driver promptly and respectfully
- must not use profane language
- must refrain from eating and drinking on the bus except as required for medical reasons
- must not use tobacco on the bus
- must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student
- must not throw or pass objects on, from, or into the bus
- are to carry only objects that can be held in their laps
- must board or leave the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise
- must not put head or arms out the bus windows

The bus driver may use one or more of the following levels of discipline. The disciplinary consequences, unless specifically stated, may result in discipline ranging from:

- Orally warning student of infraction of rules and possible consequences.
- Assigning student to front area of the bus for a period of time.
- Reporting the student to an administrator on the “Bus Conduct Report” form.

Suspension Guidelines of Student Riding Privileges on the Bus (less than 24 hours)

- An administrator shall notify the parent/guardian by telephone or in person of the temporary removal from the bus.
- No temporary suspension of riding privileges shall take place until the parent/guardian has been personally contacted by an administrator.

Suspension of a Student from Bus Privileges may be enacted by the principal to a maximum of ten (10) school days per each incident.

- An administrator shall give the student oral and written notice of the charges and shall give the student an opportunity at an informal hearing to challenge the reasons for the intended suspension or explain his/her actions.
- An administrator will notify the parent/guardian by telephone and/or in person of the suspension and shall notify the parent/guardian by U.S. Mail.
- No suspension of riding privileges shall take place until personal contact has been made to the parent/guardian by an administrator.

Expulsion of a Student from Bus Privileges shall be in accordance with District policy regarding expulsion (see page 10).

BULLYING PREVENTION PHILOSOPHY

The District believes that each student has the right to a safe and healthy school environment – an environment where all students are allowed to share their ideas, their likes and dislikes, and be themselves. The school(s), parents/guardians and community have an obligation to promote mutual respect, tolerance, and acceptance.

We believe a student shall not intimidate or harass another student through words or actions. These beliefs apply whenever a student is on school grounds, traveling to and from school or a school sponsored activity or during a school-sponsored activity (see board policy 5517.01).

SCHOOL RULES

Violations of one or more of these items may result in suspension or expulsion:

1. **Verbal Assault of a Student/Staff Member**
A student will not verbally assault another individual. Verbal assault is language that is abusive or provocative (to incite, to anger, to stir up) toward another person.
2. **Physical Assault of a Student/Staff Member**
A student will not knowingly cause physical harm to another person, or behave in such a way that could cause serious physical harm to another person.
3. **Fighting**
Students will not engage in fighting. Fighting is two or more students that engage in physical conduct (e.g. pushing, shoving, slapping, kicking, and punching) that may lead to harm to the involved individuals or to bystanders. Any student involved in instigating others to engage in a physical conflict will be determined to be an active participant and subject to consequences.
4. **Disrespect and/or Insubordination to School Personnel**
All school personnel will be addressed in a proper manner. Dr., Mr., Mrs., Ms., or Miss are proper forms of address. Students talking back, arguing, or making any disrespectful comments directed at or about staff members will not be tolerated. A student will be considered insubordinate if he/she disregards or refuses to obey reasonable requests or directions given by school personnel.
5. **Use of Profane, Vulgar, or Abusive Language or Gestures**
A student will not use profane, vulgar, or abusive language or gestures.

6. **Bullying**
A student will not repeatedly intimidate or harass another student directly or indirectly through words or actions.
7. **Threats**
A student will not knowingly make a threatening remark and/or gesture toward student(s) or staff.
8. **Frightening, Degrading, and Disgraceful Acts**
A student or group of students will not engage in or encourage any other student to engage in behavior that frightens, degrades or disgraces any person. Prohibited behavior includes, but is not limited to, slurs, epithets, profanities, jokes or other verbal or physical conduct based on a person's race, national origin, religion, disability, gender, sexual orientation, or age.
9. **Hazing**
Strongsville City Schools prohibits hazing at school or any school sponsored event or trip. Hazing is defined as doing any act or coercing another in connection with initiation into any student or other organization, which causes or creates a substantial risk of mental or physical harm.
10. **Show of Affection or Sexual Misconduct**
Students will not engage in public displays of affection. Students will not engage in any sexual contact or conduct while on school premises (including buses) or attending any school event or function.
11. **Sexual Harassment**
Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when such conduct has the purpose or effect of interfering with the individual's learning environment or interfering with one's ability to participate in or benefit from a class or an educational program/activity. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. Prohibited acts that constitute sexual harassment may take a variety of forms. Examples may include, but are not limited to: unwelcome sexual propositions, invitations, solicitations, and flirtations; unwelcome verbal or non-verbal expressions of a sexual nature; sexually suggestive objects, pictures, videos, audio recordings or literature which may embarrass or offend individuals; unwelcome and inappropriate touching, patting, pinching, or obscene gestures; a pattern or conduct that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another; or remarks speculating about a person's (or one's own) sexual activities or sexual history.
12. **Disruptive Behavior**
Students are expected to demonstrate behaviors that are conducive to a positive learning environment throughout the school day. Students will not act or urge other students or persons to act in such a way as to cause disruption or obstruction of any lawful mission, process, or function of the education process, including but not limited to curricular and extra-curricular activities.
13. **Dishonesty**
A student will not misrepresent the truth either orally or in writing. Students will be expected to cooperate and to be honest concerning violations of the Code of Conduct. Students will not give or assist in giving false or fictitious accounts to any school official, police official, fire official, or other person acting in an official and lawful capacity.
14. **Academic Dishonesty**
Under no circumstance will one student use or attempt to use the work of another student, or misuse copyrighted materials on an assignment. This includes but is not limited to looking at

someone else's work, using unauthorized materials during a test/quiz, putting one's name on another's work, or talking during a test/quiz. It is equally dishonest for a student to provide information or work to another student who knowingly takes credit for such work or information.

15. **Electronic Devices**

Electronic devices are to be utilized during the school day as specified by the classroom teacher and school administration. Students are not to use these electronic devices in a manner that interferes with classroom instruction. The school district will not be responsible for lost, damaged, or stolen property. Principals or their administrative designee(s) are authorized to search the contents of a student's electronic device if the principal or his/her administrative designee(s) reasonably suspects that the contents of the electronic device contain evidence of a student's violation of a criminal statute or a school rule.

16. **Theft of Property**

A student will not take or attempt to take into his/her possession the property of another.

17. **Vandalism or Damage to Personal, Private, or School Property**

Students will respect the personal property of all students and staff. Students will respect the property owned by the Strongsville Board of Education. A student will not cause damage to or deface the property of others or property owned by the Strongsville Board of Education. Involved students and their parents may be liable for payment of the cost to repair or replace any such damaged property.

18. **Possession, Use, and Transmission of Tobacco Substance**

A student will not possess, smoke, use or transmit any tobacco substance and/or electronic, "vapor," or other substitute forms of cigarettes on school grounds or at any school-sponsored activities.

19. **Possession, Use, and Distribution of Alcoholic Beverages, Drugs, Drug Paraphernalia, and Counterfeit Controlled Substances**

Students will not possess, use, sell, or transmit any alcoholic beverage, drug, or drug paraphernalia on school property. Students will not be under the influence of any alcoholic beverage or drug on school property.

20. **Potentially Dangerous Objects**

Students will be expected to keep all dangerous weapons or dangerous instruments off school property. A student will not possess, handle, transmit, or conceal any weapon, explosive device, or object that an administrator might consider capable of harming a person or property (e.g. pocket knives, sharp metal objects, laser devices, or foreign objects such as tools that could be used to inflict harm or damage property; "look-a-like" weapons; lighters; etc.) Use of any object or material in an unsafe manner may result in disciplinary action.

21. **Leaving the School Building without Permission**

A student will not leave the school building/assigned area before dismissal without first obtaining consent of the appropriate school administrator/designee, except where school policy otherwise provides.

22. **Unauthorized Sale or Distribution – Non-Drug Related**

A student will not sell, distribute, or attempt to sell or distribute any object or substance on school premises that has not been properly authorized for sale or distribution.

23. **Gambling**

A student will not engage in any form of gambling on school premises (including buses) or while at any school sponsored activity.

24. **Abuse of Computer Hardware, Software, and/or Technology Systems**

A student will not abuse the District's hardware or software including, but not limited to, the following: tampering with computer programs (when such programs are commercially prepared or belong to another student or faculty member); using equipment to make unauthorized or illegal duplicate copies of computer's software; damaging or destroying computer hardware or software; establishing computer contact with school district restricted computer networks, databases, proxy servers or websites; and using computer facilities of the school district for purposes unrelated to the instructional program of the district unless written permission from a school official has been obtained. Use of the Internet must occur within the guidelines established by the District Acceptable Use Policy.

25. **Trespassing on School Property**

Students will only be permitted on school property to attend classes or other school activities. Students under suspension will only be permitted on school property with prior approval of school authorities. Any students found on school property without authorization shall be considered trespassers.

26. **False Alarm (e.g. Fire, Bomb, 911)**

A student will not attempt to disrupt school in any manner by illegally pulling or attempting to pull a fire alarm, falsely calling emergency 911, or making a threat that causes the evacuation of the school building or school bus. Police may be contacted.

27. **Violations of State or Federal Laws on School Premises or at School-Sponsored Activities**

A student will not violate any law or ordinance when on school premises (including buses) or at any school-sponsored activity.

28. **Failure to Accept Consequences**

Consequences are assigned to students as a measure to correct inappropriate behavior. Students failing to serve assigned consequences shall be held accountable and this infraction could lead to additional consequences.

29. **Misconduct Affecting School Officials and Employees**

Students shall refrain from acts which may cause injury or embarrassment to, or the loss or damage to the property of, school district officials or employees, whether on or off school property. Students shall comply with all state laws and municipal ordinances with regard to their conduct toward the person or property of school officials or employees.

30. **Failure to Follow School Rules and Policies**

In recognition that any list of prohibited conduct cannot encompass every conceivable action that may properly be subject to discipline, the authority to administer discipline for conduct not specifically set forth in this Code of Conduct will be at the discretion of the administrator.

STUDENT SERVICES

ADMINISTRATION OF MEDICATION

When it is necessary for the administration of medication to a student while in school, the following procedure is required:

The building administrator or school nurse must receive one or more of the following completed medication forms signed by the licensed prescriber (physician, nurse practitioner) who prescribed the medication and by the parent/guardian. **All medications (prescription and over-the-counter) require a parent/guardian signature and a prescriber signature.** The medication forms are available on the district website at www.strongnet.org or in the elementary school office.

- **Medication Administration Form**
- **Authorization for Student Possession and Use of an Asthma Inhaler Form**
- **Authorization for Student Possession and Use of an Epinephrine Autoinjector Form.**

The authorization to administer medication will be in force from the duration stated by the prescriber as long as the prescriber is attending the student's medical needs, but will not extend beyond the current school year. The parent/guardian must obtain and submit a revised statement from the prescriber if any of the information provided by the prescriber changes.

A copy of the form authorizing the student to receive medication during the school day will be in the possession of the person(s) designated by the principal as responsible to supervise the secure and proper storage of medication and the administration of medication to students.

Students should never have in their possession any prescription or over-the-counter medication with the exception of: asthma inhalers, epinephrine autoinjectors, and diabetic supplies--with proper paperwork on file (see above). Failure to comply may result in disciplinary action.

Medication, prescription or over-the-counter, including cough drops must be brought to the school clinic, to the principal or to the appropriate person(s) who have been appointed by the building principal. The medication must be in the container in which it was purchased or dispensed by the licensed pharmacist. Medication will be stored in a locked storage place unless refrigeration is required, and then it will be stored in a refrigerator not accessible to students.

For questions concerning the administration of medication while in school, please contact the District School Nurse at 440-572-7069.

COUNSELING SERVICES

The Strongsville Elementary Guidance program is a comprehensive guidance program that provides guidance and counseling through a prevention and intervention service model. Preventative services teach the students the importance of manners, differentiating between big and small problems, solving problems peacefully, anti-bullying techniques, and handling peer pressure. In addition, the elementary counseling department provides intervention services through small group and individual counseling. Small group topics may include divorce/changing families, anger, anxiety, social skills, study skills and friendship skills. Individual services are based on student need. To find out more information concerning the Strongsville Elementary Guidance program, please call your child's elementary school counselor, or check out the elementary guidance web page located on the District's homepage.

HEALTH SERVICES

The School Health Services Program is designed to promote the physical and emotional health of all students. The School Health Services Program provides the following in elementary buildings:

- Health Screening:

Vision	grades K, 1, 3, 5
Hearing	grades K, 1, 3, 5
Scoliosis	grades 6
Referrals	upon request
- Consultation in regard to health concerns with students, school personnel, parents, and health care providers
- Evaluation and follow-up of ill and injured students
- Classroom instruction and staff in-services on health issues.

IMMUNIZATION REQUIREMENTS

Students will not be permitted to attend school or extra-curricular activities unless all immunization requirements by section 3313.671 and 3701.13 of the Ohio Revised Code are met.

Please note that as of August, 2010 all 7th grade students will be required to have the Tdap which is a tetanus, diphtheria, and pertussis booster before the start of their 7th grade school year.

According to Section 3313.671 of the Ohio Revised Code, on the 15th day after school entrance, it will be necessary to exclude all students from school who do not meet the immunization requirements.

Specific questions regarding immunizations may be directed to the Health Services Dept. (440-846-4137).

TRANSFERS, WITHDRAWALS

All registrations will take place at the Support Services Office, 15650 Pearl Road. Please call 440-572-7048 to make an appointment. Parents of students transferring or withdrawing to any other school in or out of the district are asked to notify the school office. The proper forms will be prepared for parent signature and a copy of the withdrawal will be given to the parent to take to the new school.

Strongsville City Schools Notice for Directory Information Family Educational Rights and Privacy Act (FERPA)

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Strongsville City Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Strongsville City Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Strongsville City Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Graduation programs
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.¹

If you do not want Strongsville City Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 30 of each school year. Strongsville City Schools has designated the following information as directory information:

- Student's name; photograph/image
- Address
- Telephone listing
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received.

Reference: Strongsville City Schools Board of Education Policy 8330

¹ These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

Strongsville City Schools
Notification of Rights under FERPA
For Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal or Director of Pupil Services a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School principal or Director of Pupil Services, clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520

Reference: Strongsville City Schools Board of Education Policy 8330

**Strongsville City Schools
Notification of Rights Under the
Protection of Pupil Rights Amendment (PPRA)**

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)—
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of*—
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Strongsville City Schools has adopted a policy (Strongsville City Schools Board of Education Policy 2416), in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Strongsville City Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Strongsville City Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Strongsville City Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520

The information in this handbook is based on the laws governing schools in Ohio. In the case of any discrepancy between the information in the handbook and the law as it exists from time to time, the law will govern.

EQUAL OPPORTUNITY

The Strongsville Board of Education is an equal opportunity employer and does not discriminate on the basis of sex, race, religion, age, disability, handicap or national origin in employment, and in the educational programs and activities that it operates.

Inquiries and grievances regarding compliance with the above acts and titles may be directed to:

Compliance Officer, Strongsville City Schools
Human Resources Department
13200 Pearl Road, Strongsville, Ohio 44136
Telephone number: (440) 572-7035

SCHOOL CALENDAR 2015-2016

August 12, 2015	First Day for Students Grades 1-9 & Kdg. Orientation
August 13, 2015	First Day for Kindergarten Students & Grades 10-12
August 17, 2015	First Day for Preschool Students
September 4, 2015	Early Release Day
September 7, 2015	Labor Day – NO SCHOOL
October 7 & 15, 2015.....	Evening Conferences – SCHOOL IN SESSION
October 15, 2015.....	End of Grading Period 1
October 16, 2015.....	NEOEA Day – NO SCHOOL
October 23, 2015.....	Report Cards Available Online
November 3, 2015.....	Election Day & Professional Development Day – NO SCHOOL
November 4, 2015.....	Early Release Day
November 25-27, 2015	Thanksgiving Break – NO SCHOOL
November 30, 2015.....	School Resumes
December 18, 2015	End of Grading Period 2
December 21, 2015	Staff In-Service/Work Day – NO SCHOOL
December 22, 2015 – January 1, 2016.....	Winter Break – NO SCHOOL
January 4, 2016	School Resumes
January 8, 2016	Report Cards Available Online
January 15, 2016	Early Release Day
January 18, 2016	Martin Luther King Jr. Day – NO SCHOOL
February 3 & 11, 2016.....	Evening Conferences – SCHOOL IN SESSION
February 15, 2016.....	President’s Day – NO SCHOOL
March 11, 2016	End of Grading Period 3
March 18, 2016	Early Release Day
March 18, 2016	Report Cards Available Online
March 21-25, 2016.....	Spring Break – NO SCHOOL
March 28, 2016	School Resumes
April 26, 2016	Early Release Day
May 20, 2016	Last Day for Students/End of Grading Period 4